

REQUEST FOR PROPOSAL

Addendum #1



Department Of Executive Services
Finance and Business Operations Division
Procurement and Contract Services Section
206-684-1681 TTY Relay: 711

Date: September 12, 2006

RFP Title:	Internet Service Provider
Requesting Dept./ Div.:	Information and Telecommunications Services
RFP Number:	06-084 MYP
Due Date/Time:	September 26, 2006 – no later than 2:00 P.M.
Buyer:	Michelle Poste, michelle.poste@metrokc.gov , 206-263-4273

This addendum is issued to revise the Original Request for Proposal, dated August 10, 2006 as follows:

1. **Part A – Sub-Section 1.3, Proposal Content Requirements**

Delete the original language and add the following:

The proposal shall contain the following items and follow the exact sequence outlined below:

- Executive Summary: Two pages maximum
- Responses to Part C, Sub-Sections 2.4, Exchange Points & 2.5, Policy for Unrestricted Gateway Access
- Response to Part C, Section 3, Network Infrastructure and Routing
- Response to Part C, Section 4, Work Support Services
- Response to Part C, Sub-Section 2.1, General Overview and 2.2, References
- Response to Part C, Sub-Section 2.3, Minimum Requirements
- Response to Part C, Section 5, Financial Proposal (enclosed in a separate, sealed envelope)
- Part B, Contract with Notice of Exception or Letter of Acceptance, per Part A, Sub-Section 1.17
- Forms, Part A, Sub-Section 1.18
- Part B, Attachment R, Non-Disclosure Agreement

(Continued on next page)

SUBMITTERS SHALL COMPLETE AND SIGN THE FORM BELOW (TYPE OR PRINT)

Company Name		
Address		City/State/Zip Code
Signature	Authorized Representative / Title	
E-mail	Phone	Fax

This Request for Proposal Addendum will be provided in alternative formats such as Braille, large print, audiocassette or computer disk for individuals with disabilities upon request.

2. **Part A - Request for Proposals, Paragraph 1.17 Compliance with RFP Terms, Attachments and Addenda**

Delete the original language and add the following:

The County intends to award a Contract based on the terms, conditions, attachments and addenda contained in Part A and Part B of this RFP. Proposers shall submit proposals, which respond to the requirements of the RFP.

Proposers are strongly advised to not take exceptions to the terms, conditions, attachments and addenda; exceptions may result in rejection of the proposal. Proposers shall submit proposals, which respond to the requirements of the RFP. An exception is not a response to a proposal requirement.

The County may, at its sole discretion, determine that a proposal with a "Notice of Exception" merits evaluation. However, evaluation and negotiation shall only continue with the Proposer if the County determines that the proposal continues to be advantageous to the County. **Proposers not taking any exceptions to the terms and conditions in Part B will receive additional points. Refer to paragraph Proposal Scoring 2.5**

1. **Proposer(s) shall review Part B-Contract, and all its attachments, and submit a signed letter by their attorney or authorized legal representative stating they intend to comply with all the terms and conditions. The signed letter shall be submitted with the proposal.**
2. **If there are exceptions taken to the terms and conditions in Part B – Contract, and any of its attachments, the proposer's attorney or authorized legal representative shall sign an exception letter describing reasoning for the exceptions and include the exception letter and Part B as an attachment to the proposal, identifying the exceptions and proposed changes. All proposed changes shall be tracked in Part B using the tracking changes feature in Microsoft Word.**

The County reserves the right to reject any proposal for any reason including, but not limited to, the following –

- **Any proposal, which is: a) incomplete, b) obscure, c) irregular or d) lacking necessary detail and specificity;**
- **Any proposal that has any a) qualification, b) limitation, c) exception or d) provision attached to the proposal;**
- **Any proposal from Proposers who (in the sole judgment of the County) lack the a) qualifications or b) responsibility necessary to perform the Work;**
- **Any proposal submitted by a Proposer which is not registered or licensed as may be required by the laws of the state of Washington or local government agencies;**
- **Any proposal, from Proposers who are not approved as being compliant with the requirements for equal employment opportunity; and**
- **Any proposal for which a Proposer fails or neglects to complete and submit any qualifications information within the time specified by the County.**

The County may, at its sole discretion, determine that a proposal with a 'Notice of Exception' merits evaluation. A proposal with a 'Notice of Exception' not immediately rejected may be evaluated, but its competitive scoring shall be reduced to reflect the importance of the exception. Evaluation and negotiation shall only continue with the Proposer if the County determines that the proposal continues to be advantageous to the County.

In consideration for the County's review and evaluation of its proposal, the Proposer waives and releases any claims against the County arising from any rejection of any or all proposals, including any

claim for costs incurred by Proposers in the preparation and presentation of proposals submitted in response to this RFP.

Proposals shall address all requirements identified in this RFP. In addition, the County may consider proposal alternatives submitted by Proposers that Provide cost savings or enhancements beyond the RFP requirements. Proposal alternatives may be considered if deemed to be in the County's best interests. Proposal alternatives shall be clearly identified.

Part A – Paragraph 2.5 Evaluation Criteria and Proposal Scoring

Revise to read as follows:

2.5 Evaluation Criteria and Proposal Scoring

Each proposal has a total possible score of 160 points with the points assigned as follows:

Phase 1 – Evaluation Criteria – Mandatory Technical Requirements	
Evaluation Criteria	Points
Network Infrastructure & Routing (Part C, Section 3)	16
Network Support Services (Part C, Section 4)	12
Configuration (Part C, Sub-Section 2.4 & 2.5)	12
TOTAL	40

“Proposers who do not meet all mandatory requirements may not be given notice to proceed to Phase 2 of the evaluation.”

Phase 2 – Evaluation Criteria – Proposal Evaluation	
Evaluation Criteria	Points
Small Economically Disadvantaged Business Incentive (SEDB)	12
Financial Proposal (Part C, Section 5)	40
Qualifications & Experience of Vendor (including information gathered from reference contacts) (Part C, Sub-Section 2.1 & 2.2)	13
Compliance with Terms & Conditions (Part B)	15
Written Proposal (Part C, Sub-Section 2.3)	40
TOTAL	120

Part C

The heading for Part C, Section 4 shall read: “NETWORK SUPPORT SERVICES”

END OF ADDENDUM #1

PRE-PROPOSAL CONFERENCE - ISP RFP QUESTIONS AND ANSWERS

Pre-proposal conference was held on September 8, 2006 at King County – Seattle Municipal Tower, 40th floor Conference Room at 10:00 a.m.

If the vendor has previously submitted a 504/ADA Assurance and Compliance form to the County, are they required to do so with this RFP?

Yes. The 504 form is required for each procurement.

Does the County intend to award a Contract based on the terms, conditions, attachments and addenda contained in this RFP?

Refer to addendum #1 - Part A - Request for Proposals, Paragraph 1.17 Compliance with RFP Terms, Attachments and Addenda.

Is time allotted by the County for Contract T&C's negotiation period to be commenced upon final selection?

Contract Negotiations is estimated to begin on October 23, 2006 as outlined in Part A -paragraph1.9.

Does the Notice of Exception also pertain to Contract T&C's outlined in Part B of the RFP?

Yes.

If a "Notice of Exception" is deemed necessary by the Provider, in what form should it be submitted? Does the county have a template that is required for this process?

Refer to addendum #1 - Part A - Request for Proposals, Paragraph 1.17 Compliance with RFP Terms, Attachments and Addenda.

In the event that a proposal is submitted by the Provider with a "Notice of Exemption", does the County inform the Provider of their decision to either reject or evaluate the proposal?

The County will assume this question is related to the 'Notice of Exception' not 'Notice of Exemption' A notice will be sent if the proposal has been rejected.

In the event that a proposal is submitted by the Provider with a "Notice of Exemption", does the County allow the Provider to further explain or negotiate the Notice of Exemption before a final decision to reject a proposal is made?

The County will assume this question is related to the 'Notice of Exception' not 'Notice of Exemption'. The County reserves the right to negotiate with a vendor who submits a proposal with a 'Notice of Exception'; however the County has no obligation to negotiate with a vendor who submits a proposal with a 'Notice of Exception'.

If the Provider has existing services and contracts with the City of Seattle in which these forms have been provided, is the Provider required to also submit copies of these documents in this RFP?

City of Seattle forms will not be accepted. King County forms must be completed and provided.

What is the County's process for determining if Providers information marked Confidential and Proprietary would be honored, such as Trade Secrets, Network Topology, Pricing and/or Specific solutions designed or created specifically for the county?

Refer to Section 2.6.

Is Part B complete and executable Terms and Conditions required by the County?

Yes.

Part C: Section 2: Technical / Management:

Item 2-3 G. Secondary domain services: Is there a understanding of the number of records per domain that the partners will be hosting with the ISP? For example, there are 4 A records, 16 CNAME records etc.

Approximately 700 A records and 150 CNAME records. We would like a maximum of 1000 A records and 300 CNAME records. For network redundancy reasons, it is our desire to have the name server located out of state.

Item 2-3 I. Looking Glass: To what level does the County require access to the Providers network? Internal or External?

The vendor should provide the county information stating clearly their capabilities in what they will allow, whether it is internal, external, or both. External from our network we would like, for verification purposes, to see route propagation and advertisements and peers. Traceroute and ping only is not an acceptable solution.

Does the County require traffic to be distributed evenly between ports?

No. The County will handle distribution of traffic. The County prefers to have little to no outside influence by the provider.

Section 4: Work Support Services:

Item 4-9. Disaster Recovery Plans and Procedures: What type of redundancy does the County require?

Most connections terminate (or run through) hubs such as the Westin and Fisher Plaza. We need one of our connections to not run through these points – preferably the connection would terminate out of state. This way, in the event that the North West is struck by a major disaster, we would not lose total connectivity.

What is meant by Washington State POP?

Points of Presence – such as the Westin or Fisher Plaza – data hotels.

Item 4-11. Provision: There is some confusion as to the total number of ports required within this item. Is the total number of ports 2, with one port being for the city and 1 for the county? Alternatively is the total number of ports 4, with 2 for the partners, 1 for the city and 1 for the county?

The total number of ports needed is four (4). There will be two (2) for the City of Seattle and two (2) for King County. We need two (2) physical interfaces per AS.

Section 5: Financial

Item 5-1. Pricing: Is the County seeking pricing for fixed, non-burstable bandwidth?

The County is specifying burstable bandwidth up to a gig. We also require physical interface availability. The pricing shall be fixed bandwidth, with the cost if we exceed the set bandwidth.

Please confirm that all services requested would be installed at the following address: 700 Fifth Avenue, Seattle, WA 98104

All services requested will be installed at a site in Tukwila and a site in the downtown Seattle area.

Can you provide an estimated award value at this time? If not, available funding for this project?

No.

Is there an incumbent contractor who has/is providing internet services to these areas?

There are numerous contractors providing internet services in the greater Seattle and Tukwila areas.

What is the County's installation deadline?

We are under a very tight timeline. We require connectivity by or before December 15, 2006.